

POSITION DESCRIPTION

St John Ambulance & Medical Services

AM4081 - Director, Workforce, Culture & Staff Health

DIRECTOR WORKFORCE, CULTURE & STAFF HEALTH

St Johns Ambulance, an internationally recognised health sector NGO, is seeking an **exceptional** person who will inspire a high-performance culture within the organisation.

The Director Workforce, Culture & Staff Health is centre to providing the leadership for the organisation's people and culture strategies and is responsible to ensure that they have the right programs and tools in place to help their people bring their best to work and give their best to the community they serve.

Key Responsibilities:

- Design, construct and implement St John's Workforce and Culture Strategy to align Humans Resource policies, practices and programs to the organisation's strategy and business direction
- Develop, maintain and implement Workforce and Culture systems, processes, policies and infrastructure that deliver the strategic objectives of St John
- Developing and implementing best practices across the whole employee lifecycle, the role will deliver compliance with all employer obligations (legal and ethical) and a consistently positive employment experience for people throughout the organisation
- Provide Workforce and Culture strategic and operational leadership to the organisation
- Ensure Workforce and Culture initiatives are engaging, collaborative in design and of a high standard to allow St John to attract, retain and build the capabilities of staff
- Lead the Workforce and Culture and organisational development agenda during a period of change
- Ensure staff health and wellbeing matters are handled timely and appropriately
- Manage initiatives to promote a healthy and well workforce
- High level operational, support and advice, partnering with managers across all aspects of the Workforce and Culture function and include leading effective strategic people management and problem solving.

Expected Competencies:

- BSc/BA in Business Administration or relevant field; MSc/MBA is a plus
- Proven experience at Director HR level
- Understanding of the key functions such as HR, finance, payroll, human resource legislation and regulations
- Demonstrable competency in strategic planning and business development
- Working knowledge of data analysis and performance/operation metrics
- Working knowledge of IT/Business infrastructure and Microsoft Office
- Outstanding organisational and leadership abilities
- Excellent interpersonal and public speaking skills
- Aptitude in decision-making and problem-solving.

This position is open to PNG citizens only.

APPLY NOW

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the Application Form and follow the website instructions to forward to Vanguard International, including a detailed CV.

Alternatively, call us on 7500 7500 or email recruitment@vanguard.com.pg

Applications close on Friday 20th August 2021

Only shortlisted candidates will be contacted

To apply for this position:

- Download and complete the Application Form from <http://www.vanguard.com.pg>.
- Email the application to recruitment@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview